

## Memorandum

Date: June 19, 2002

To: California Bay-Delta Public Advisory Committee

From: Eugenia Laychak, Committee Facilitator and Coordinator

Subject: Process for Making Committee Recommendations to CALFED Agencies

On June 27, 2002, the Committee is scheduled to deliberate on a Water Supply Subcommittee recommendation. Since this will be the first opportunity for the Committee to act on a Subcommittee action, provided below is an overview of the Committee's decision-making framework.

### Committee Charter

The Charter lists the duties of the Committee. To summarize, the Committee's duties are solely advisory and include making recommendations on CALFED Bay-Delta Program balance, effective integration and priorities to the Secretary of the Department of Interior and Governor of California, through the CALFED Policy Group. The Committee may also recommend Program actions based on recommendations from Committee subcommittees (Page 2).

The Charter allows the Committee to establish subcommittees for purposes of compiling information or conducting research. However, the subcommittees must report to the full Committee with their recommendations to the CALFED agencies. The full Committee is then to deliberate on and determine whether to adopt subcommittee recommendations (page 4).

### Process for Making Committee Recommendations

A process for forwarding recommendations to CALFED agencies and Policy Group and for receiving feedback on recommendations is provided below:

1. Committee adopts subcommittee priorities (adopted on March 12, 2002).
2. Subcommittees develop recommendations for Committee. Affected agencies, Program staff and the public participate in subcommittee dialogue. Most subcommittees have adopted a collaborative process for discussion and making recommendations.

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#### CALFED Agencies

##### California

The Resources Agency  
Department of Water  
Resources  
Department of Fish and Game  
The Reclamation Board  
Delta Protection Commission  
Department of Conservation

California Environmental Protection  
Agency  
State Water Resources Control Board  
Department of Health Services  
Department of Food and Agriculture

##### Federal

Department of the Interior  
Bureau of Reclamation  
Fish and Wildlife Service  
Geological Survey  
Bureau of Land  
Management  
Environmental Protection

Department of Agriculture  
Natural Resources Conservation  
Service  
Forest Service  
Department of Commerce  
National Marine Fisheries Service  
Western Area Power Administration

3. Subcommittee recommendations forwarded to Committee by Subcommittee co-chairs. Recommendations include requested action and background, with an overview of subcommittee discussions and outcomes. Recommendations may be forwarded with support of agencies or Program.
4. Committee deliberations. Agencies and Program have opportunity to comment on subcommittee recommendations in writing or at Committee meeting. Committee will adopt, modify, table, or reject recommendations.
5. Committee recommendations considered by CALFED Policy or Management Group (depending on issues and Policy Group delegation of tasks to Management Group).
6. Policy or Management Group will report back to Committee and/or Subcommittee with reasons and basis for decisions.